DOCUMENT RESUME

ED 206 308 IR 009 620

AUTHOR Quiring, Virginia, Comp; And Others
TITLE Academic Library Instruction in Kansas. A Directory.
INSTITUTION Kansas State Univ., Manhattan. Library.
PUB DATE 80
NOTE 26p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Academic Libraries; *Educational Resources; Higher Education; Information Seeking; *Instructional Materials; *Library Instruction; Library Skills; *Teaching Methods
IDENTIFIERS *Kansas

ABSTRACT

Results of a 1980 survey are tabulated to provide a view of the scope and diversity of materials and activities for library instruction at the 36 Kansas academic libraries which responded to the questionnaire. The questionnaire, included as an appendix, addressed staffing, including qualifications and evaluation; funding; methods used in library orientation and instruction as well as instructional goals and objectives; methods of publicizing and evaluating the instruction; print and nonprint materials used; and the respondents' interest in cooperative sharing of resources for library instruction. (RAA)

**********
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
**********

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

ED206308

# ACADEMIC LIBRARY INSTRUCTION

# IN KANSAS

## "A DIRECTORY"

Compiled by

Virginia Quiring
Associate Director of Libraries

Ron Martin
Instructional Services Librarian

Valera Lowe
Assistant Head of Science

Kansas State University Libraries
Manhattan, Kansas

Fall 1980

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

Virginia M. Quiring

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

IR009620

TABLE OF CONTENTS


Introduction. . . . . 1

List of Institutions and Reference Numbers. . . . . 2

Survey Results, by each question. . . . . 5

Library staff. . . . . 5

Funding for library instruction. . . . . 5

Staffing for library instruction . . . . . 5

Staff qualifications and evaluation. . . . . 6

Methods of library orientation/instruction used. . . . . 7

(a) Tours. . . . . 7

(b) Point-of-use instruction . . . . . 7

(c) Lectures . . . . . 7

(d) Self-instruction . . . . . 8

(e) Personalized instruction . . . . . 8

(f) Specialized instruction. . . . . 9

Goals and objectives for library instruction . . . . . 9

Publicity for library instruction. . . . . 9

Evaluation of library instruction. . . . . 10

Instruction in subject areas . . . . . 11

Non-print materials used . . . . . 12

Print materials used . . . . . 13

Interest in Cooperation and Sharing . . . . . 13

Survey Questionnaire. . . . . 15

# INTRODUCTION

On April 3, 1980 a survey of Kansas academic library instruction programs/activities was conducted by three Kansas State University librarians. The results of the questionnaire have been tabulated and distributed as a Directory to all who participated. Thirty-six surveys were returned.

It is hoped that this Directory will stimulate further interest in library instruction and will facilitate the improvement of existing programs as colleges and universities share materials and experiences. Contact persons are identified within the list of institutions.

Appreciation is extended to all the staff of the contributing libraries.

## LIST OF INSTITUTIONS

(1) Allen County Community Junior College
Library
1801 North Cottonwood, Iola 66749
500-1000, two-year
Robert L. Hampton
Library Director
316-365-5116

(2) Baker University
Library
Baldwin City 66006
500-1000, four-year, bachelor's
Kay Bradt
Public Services Librarian
913-594-6451 ext. 414

(3) Barton County Community College
Learning Resource Center
Great Bend 67530
1000-2000, two-year
Keith R. Trost
Director of the Learning Resource Center
316-752-2701 ext. 164

(4) Bethany College
Wallerstedt Learning Center
Lindsborg 67456
500-1000, four-year, master's
Laura Whayne
Librarian
913-227-3311 ext. 166

(5) Bethel College
Library
P.O. Drawer A, North Newton 67117
500-1000, four-year, bachelor's
Martha Stucky
Director of Libraries
316-283-2500 ext. 377

(6) Butler County Community Junior College
L.W. Nixon Library
Box 888 El Dorado 67042
1000-2000, two-year
Hugh Richardson
Librarian
316-321-5083

(7) Coffeyville Community Junior College
Library
Coffeyville 67337
500-1000, two-year
Rosemary Henderson
Director of Learning Resources
316-251-7700

(8) Colby Community College
Library
Colby 67701
500-1000, two-year
Joyce Mahin
Technical Services
913-462-3984

(9) Emporia State University
William Allen White Library
Emporia 66801
5000-10,000, university, master's
Barbara Robins
Humanities Librarian
316-343-1200 ext. 205
Kans A-N 565-1205

(10) Fort Hays State University
Forsyth Library
Hays 67601
2000-5000, university, master's
specialist in education
Jerry Wilson
Reference Librarian
913-625-5861
Kans A-N 568-4431

(11) Fort Scott Community College
Learning Resources Center
2108 S. Horton, Ft. Scott 66701
500-1000, two-year
Margaret Raines
Director, L.R.C.
316-223-2700 ext. 36

(12) Friends University
Edmund Stanley Library
2100 University, Wichita 67213
500-1000, university, bachelor's
Lynne Thorn
Assistant Librarian
316-261-5800 ext. 725

(13) Garden City Community College
Library
801 Campus Drive, Garden City 67846
1000-2000, two-year
Patsy Ruddick
Director of Library Services
316-276-7611 ext. 55

(14) Hesston College
Mary Miller Library
Hesston 67062
500-1000, two-year
Deb Janzen
Director of the Library
316-327-4332 ext. 242

(15) Hutchinson Community College
John F. Kennedy Library
1300 North Plum, Hutchinson 67501
2000-5000, two-year
Deborah Hodges
Librarian
316-665-3547

(16) Independence Community College
ICJC Library
College Ave. & Broodside Dr.,
Independence 67301
500-1000, two-year
Del Singleton
Library Director
316-331-4100 ext. 55

(17) Johnson County Community College
Educational Media Center
College Blvd. at Quivira Road,
Overland Park 66210
2000-5000, two-year
Irma Dietrich
Reference Librarian
913-888-8500

(18) Kansas City Kansas Community College
Library
7250 State Avenue, Kansas City, KS 66112
2000-5000, two-year
Rob Vuturo
Library Chairman
913-334-1100 ext. 138

(19) Kansas Newman College
Ryan Library
3100 McCormick, Wichita 67213
500-1000, four-year, bachelor's
Kathy Mannes
Reference Librarian
316-942-4291 ext. 40

(20) Kansas State University
Farrell Library
Rm. 209, Manhattan 66506
over 15,000, university, doctorate
Ron Martin
Instructional Services Librarian
913-532-6516 ext. 51
Kans A-N 562-6516

(21) Kansas Technical Institute
Tullis Resource Center
Salina 67401
under 500, two-year
Eleen Owen
Librarian
913-825-0275

(22) Labette Community Junior College
Learning Resource Center
200 S. 14th, Parsons 67357
500-1000, two-year
David Zindel
Director, Learning Resource Center
316-421-6500 ext. 22

(23) Marymount College of Kansas
Library
Salina 67401
500-1000, four-year, bachelor's
Sister Bernadine Pachta
Director of Library Services
913-825-2101

(24) McPherson College
Miller Library
1600 E. Euclid, McPherson 67460
under 500, four-year, bachelor's
Rowena Olsen
Librarian
316-241-0731 ext. 67

(25) Mid-America Nazarene College
Library
Box 1776, Olathe 66061
1000-2000, four-year, bachelor's
Mary Alyce Galloway
Reference Librarian
913-782-3750 ext. 217

(26) Neosho County Community College
Chapman Library
1000 South Allen, Chanute 66720
500-1000, two-year
Mike Tacha
Director
316-431-2820

(27) Ottawa University
Myers Library
Ottawa 66067
under 500, four-year, bachelor's
Jan Roberts
Service Librarian
913-242-5200 ext. 317

(28) Pittsburg State University
Library
Pittsburg 66762
5000-10,000, university, master's
Leon Divel
Library Science Instructor
316-231-7000
Kans A-N 566-4110

(29) Saint Mary College
Library
Leavenworth 66148
500-1000, four-year, bachelor's
Sister Anna Rose
Head Librarian
913-682-5151 ext. 202

(30) St. Mary of the Plains College
Michael Hornung Library
Dodge City 67801
500-1000, four-year, bachelor's
Jeanne Langdon
Assistant Librarian
316-225-4171

(31) Southwestern College
Memorial Library
Winfield 67156
500-1000, four-year, bachelor's
Dan Nutter
Director
316-221-4150

(32) Sterling College
Kelsey Library
Sterling 67579
500-1000, four-year, bachelor's
Louise Snyder
Director
316-278-2173

(33) Tabor College
Library
Hillsboro 67163
under 500, four-year, bachelor's
Georgenia Johnson
Librarian
316-947-3121

(34) University of Kansas
Watson Library
Lawrence 66145
over 15,000, university, doctorate
Rob Melton
Reference/Orientation Librarian
913-864-3347
Kans A-N 564-3601

(35) Washburn University
Mabee Library
Topeka 66621
2000-5000, university, master's
Charlene S. Hurt
University Librarian
913-295-6479

(36) Wichita State University
Library
Wichita 67208
10,000-15,000, university, doctorate
Pat Butler
Head, Reference Department
316-689-3591
Kans A-N 563-3581

| | INSTITUTION ENROLLMENT | | | | | |
|---|---|---|---|---|---|---|
| | UNDER 2,000 | | 2,000-10,000 | | OVER 10,000 | |
| NUMBER OF LIBRARY STAFF | Total | Average | Total | Average | Total | Average |
| Full-time Librarians | 50.0 | 2.0 | 47.25 | 6.75 | 112.5 | 37.5 |
| Full-time Paraprofessionals | 19.0 | 1.5 | 22.0 | 4.40 | 133.0 | 44.3 |
| Support Staff (Not Students) | 30.75 | 1.9 | 22.25 | 4.45 | 45.5 | 22.75 |
| Full-time Equivalent Students | 101.2 | 4.05 | 78.5 | 13.10 | 126.0 | 42.0 |
| Part-time Staff | 3 | | 1 | | 0 | |
| Volunteer Staff | 0 | | 2 | | 0 | |
| Graduate Assistants | 0 | | 0 | | 6 | |
| FUNDING | | | | | | |
| No Special Funding for Library Instruction | 24 | | 4 | | 2 | |
| Staff Position for Instruction Funded | 2 | | 1 | | 2 | |
| Instructional Materials Funded | 5 | | 1 | | 1 | |
| Special Funding Is Provided by the Institution | 0 | | 1 | | 1 | |
| Funded as Part of the Library Budget | 0 | | 1 | | 0 | |
| STAFFING | | | | | | |
| Single Director/Coordinator of Library Instruction | 10 | | 3 | | 3 | |
| Reference/Public Services Staff Share Responsibility | 6 | | 1 | | 1 | |
| Responsibility Not Specifically Delegated | 7 | | 2 | | 0 | |
| Number of Full-time Instruction/Orientation Librarians | 1 | 1.0 | 1 | 1.0 | 1.5 | .75 |
| Number of Librarians with Instruction as a Part of Job Description | 11 | 1.2 | 2.5 | .83 | 19 | 9.5 |
| Number of Librarians Who Participate without Formal Job Description | 14 | 1.4 | 18 | 4.5 | 21 | 10.5 |

| STAFF QUALIFICATIONS | INSTITUTION ENROLLMENT UNDER 2,000 Total | 2,000 - 10,000 Total | OVER 10,000 Total |
|---|---|---|---|
| No Special Qualifications for Librarians Involved in Instruction | 20 | 6 | 2 |
| Person Must Be Library Director | 1 | | |
| Teaching and Library Science Courses Required | 1 | | |
| Knowledge of Bibliographic Instruction | 1 | | 1 |
| Interest and Ability to Speak before Groups | | 1 | |
| Subject Background Related to Courses They Teach | | | 1 |
| **EVALUATION TECHNIQUES** | | | |
| There Are No Special Criteria/Procedures Used to Evaluate a Librarian's Performance in Instructional Activities | 20 | 6 | 1 |
| Evaluation by Instructor of Course and Library Administration | 1 | | |
| Student Evaluation | 1 | | 1 |
| Evaluation by Course Instructor | | | 2 |
| Staying Power | | 1 | |
| Evaluation as Specific Portion of Position Evaluation | | | 1 |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| **METHODS CURRENTLY IN USE** | |
| **Tours:** | |
| Conducted | 1; 2; 3; 5; 6; 7; 8; 9; 10; 11; 12; 13; 16; 17; 20; 21; 22; 23; 24; 27; 28; 29; 30; 31; 32; 34; |
| Printed self-guided | 6; 10; 16; 18; 20; 23; 26; 34; 36; |
| Cassette self-guided | 9; |
| Slide-tape | 4; 10; 17; |
| English packets | 3; |
| 16mm movie | 10; |
| Film strip | 11; |
| Video-taped tour | 18; 35; |
| Classroom setting instruction | 33; |
| **Point-of-use Instruction:** | |
| By librarian | 1; 2; 5; 6; 7; 8; 9; 10; 11; 12; 13; 14; 15; 16; 17; 18; 19; 20; 21; 22; 23; 24; 25; 26; 27; 28; 29; 30; 32; 34; 35; 36; |
| Through print materials | 5; 6; 9; 10; 12; 13; 16; 17; 18; 19; 20; 23; 30; 32; 34; 35; |
| Through non-print materials | 11; 13; 15; 17; 18; 22; 23; 30; |
| English Professors | 3; |
| Student Assistants | 9 |
| **Lectures to :** | |
| Undergraduate classes | 1; 2; 3; 4; 5; 6; 7; 8; 9; 10; 11; 12; 13; 14; 15; 16; 17; 18; 19; 20; 22; 23; 25; 26; 27; 28; 29; 30; 21; 32; 33; 34; 35; 36; |
| Graduate classes | 9; 10; 20; 28; 34; 35; 36; |
| Part of Orientation | 6; |
| Junior High School | 9; |
| Senior High School | 9; 10; 34; 35; 36; |
| League of Women Voters | 17; |
| Brown & Gold (Retired Persons) | 17; |
| Community | 20; 35; |
| Class Workshop | 34; |
| Faculty | 34; |
| Elementary Gifted Classes | 35; |

| METHODS CURRENTLY IN USE | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| Self-Instruction: | |
| Programmed | 3; 16; 20; |
| Self-paced | 10; 16; 20; 22; 23; 28; 34; 35; |
| Computer assisted | 15; |
| Assignments in English Classes | 18; |
| Slide tape modules on use of card catalog | 27; |
| Personalized Instruction: | |
| Available at Reference Desk | 1; 2; 3; 5; 6; 7; 8; 9; 10; 12; 13; 15; 16; 17; 18; 19; 20; 22; 25; 26; 28; 29; 30; 32; 33; 34; 35; 36; |
| Curriculum | 10; |
| Lab | 10; |
| Documents | 10; |
| Reserve | 10: |
| Check-out desk | 11; |
| Term Paper Writing | 12; 20; |
| Librarian's Office | 14; 32; |
| Charging Desk | 15; |
| Library Office | 15; |
| In-class orientation | 18; |
| Library Director | 19; |
| All floors | 20: |
| Circulation | 23; 24; 30; 31; |
| Librarians | 27; |
| Wherever requested | 33; |
| Make appointment with librarians | 35; 20; |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| **METHODS CURRENTLY IN USE** | |
| Specialized Instruction: | |
| Credit course available | 1; 2; 8; 10; 13; 20; 23; 27; 31; 34; |
| Term paper clinics/consultations | 4; 11; 12; 14; 15; 18; 19; 20; 22; 25; 27; 33; 34; |
| Mini-course | 15; 28; |
| Unit in other classes | 5; |
| Instruction within classes | 7; |
| Orientation in fall with undeclared students | 9; |
| Term papers by class | 16; |
| Classroom visitations | 18; |
| Classroom at request of instructor | 30; 31; 33 |
| Freshmen English classes | 30; |
| Library Research Methods in upper division and graduate courses | 36; |
| **DO YOU HAVE WRITTEN GOALS AND OBJECTIVES FOR LIBRARY INSTRUCTION?** | |
| Yes | 1; 3; 8; 16; 27; 28; 36; |
| No | 2; 4; 5; 6; 7; 9; 10; 11; 12; 13; 14; 15; 17; 18; 29; 20; 21; 22; 23; 24; 25; 26; 27; 29; 30; 31; 32; 33; 34; 35; |
| **METHODS OF PUBLICIZING THE LIBRARY INSTRUCTION PROGRAM** | |
| Personal contact with faculty | 1; 2; 3; 4; 6; 7; 9; 10; 11; 12; 13; 14; 15; 16; 17; 18; 19; 20; 21; 22; 23; 24; 25; 26; 27; 28; 30; 31; 32; 33; 34; 35; 36; |
| Letters to faculty | 4; 5; 7; 9; 10; 12; 13; 18; 19; 20; 22; 28; 34; 36; |
| Personal contact with students | 1; 5; 10; 12; 13; 16; 18; 19; 20; 22; 24; 26; 28; 31; 34; 35; |
| Announcements, advertisements in student paper | 9; 10; 12; 13; 19; 20; 28; 34; |
| Announcements in faculty-staff newsletters | 9; 10; 12; 13; 19; 31; 34; |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| **METHODS OF PUBLICIZING THE LIBRARY INSTRUCTION PROGRAM** | |
| Signs, posters, etc. | 4; 9; 12; 13; 19; 34; |
| Requirement of Comp I | 16; |
| Printed on class schedules | 23; 27; |
| Monthly Library newsletter | 25; |
| Orientation for incoming freshmen | 29; |
| Assigned by class | 30; |
| **EVALUATION METHODS USED FOR LIBRARY INSTRUCTION** | |
| Pre-test/Post-test approach | 13; 34; 36; |
| Statistics kept on instructional activities | 10; 13; 16; 19; 20; 23; 34; 35; 36; |
| Use of control groups | 34; |
| Faculty evaluation of Library instruction | 11; 16; 18; 20; 22; 36; |
| Student evaluation | 4; 8; 9; 16; 19; 20; 23; 27; 28; 34; |
| Informal feedback | 4; 5; 6; 7; 8; 9; 10; 13; 14; 15; 16; 17; 18; 19; 20; 21; 22; 23; 24; 25; 26; 27; 28; 33; 34; 35; |
| None | 1; 12; 30; 31; |
| Quizzes Following Presentation | 25; |
| Other | 33; |

| SUBJECT AREAS CURRENTLY RECEIVING INSTRUCTION | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| Agriculture | 20; |
| Architecture & Design | 20; |
| American Government | 17; |
| Anthropology | 35; |
| Art | 2; 35; |
| Behavioral Science | 36; |
| Biomedical Science | 36; |
| Biology | 12; 23; 35; |
| Business | 12; 13, 17; 19; 20; 35; |
| Career Planning | 6, 17, 20; |
| Chemistry | 35; |
| Criminal Justice | 35; |
| Education | 20; 32; |
| English | 1; 6; 9; 10; 11; 13, 15; 16; 22; 23; 25; 26; 30; 31; 32; 34; 35; 36; |
| English Composition | 9; 33; 15; 17; 18; 20; 21; 25, 34; 35; |
| Environmental Ecology | 17; |
| Football Teams | 7; |
| Forensics | 13; |
| Geology | 36; |
| Geography | 20; |
| History | 2; 25, 34; 35; 36; |
| Home Economics | 20; |
| Humanities | 9; 20; 36; |
| Instructor Request | 10; 14; 15; 24; 25; 34; |
| Man and Organization | 27; |
| Marketing | 17; |
| Music | 30; |
| Music Theory | 13; |
| Natural Science | 20; |
| Nutrition | 20; |
| Nursing | 13; 35; |
| Orientation | 9; 11; 12; 15, 20; 29; |
| Orientation Seminars | 23; |
| Physics | 25, |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| CONTINUED.. | |
| Political Science | 34; 36; |
| Religion | 32; |
| Science & Technology | 20, |
| Secretarial | 7; 13; 17; |
| Social Problems | 17; |
| Social Science | 7; 15; 20; |
| Social Work | 30; |
| Speech | 14; 23; 32; |
| Study Skills | 17; |
| Writing | 5, 12; 14; 21; |
| LIBRARY INSTRUCTION MATERIALS | |
| Non-Print Materials Used: | |
| Slides | 7; 8; 17; 18; 20; 25; 36; |
| Slide-tapes | 4; 8; 10; 14; 15; 17; 20; 22; 23; 27; 30; 32; 35; |
| Video tape/video cassettes | 15; 17; 18; 20; 30; 35; 36; |
| Films | 10; |
| Filmstrips | 1; 6; 8; 11; 13; 15; 18; 20; 28; 35; |
| Audio tapes and/or cassettes | 9; 20; 23, |
| Computer assisted instruction | 15; |
| Transparencies | 4; 7; 13; 14; 15; 17; 18; 20; 21; 25; 28; 30; 32; 34; 36; |
| Graphic Displays | 8; 14; 20; 21; 30; 34; 35; |
| English Packets | 3; |
| Instructional Work Sheets | 33; |
| Handbooks | 33; |
| Reference and Periodical Sources | 33; |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| **LIBRARY INSTRUCTION MATERIALS** | |
| Print Materials Used: | |
| Subject bibliographies | 1; 2; 4; 5; 8; 9; 10; 14; 17; 18; 26; 27; 28; 30; 32; 34; 35; |
| Library guide | 1; 5; 6; 7; 8; 9; 10; 13; 15; 17; 18; 20; 23; 24; 26; 27; 33; 34; 35; |
| Faculty guide | 9; 10; 13; 14; 18; 20; 23; |
| Self-guided tour | 8; 10; 18; 20; 23; 32; 33; 34; 35; 36; |
| Subject guides | 2; 8; 9; 12; 18; 19; 20; 23; 24; 30; 33; 34; 35; |
| Self-paced instructional materials | 12; 16; 20; 23; 33; 34; |
| Exercises or assignments | 1; 2; 5; 7; 8; 14; 15; 16; 18; 20; 22; 23; 25; 30; 31; 33; 34; 35; 36; |
| Guides to tools | 1; 2; 4; 5; 8; 9; 10; 12; 13; 15; 17; 18; 19; 20; 21; 22; 23; 26; 30; 33; 34; 35; |
| English Packets | 3; |
| Faculty Assignment sheets | 5; |
| Hands-on-experience | 8, |
| Handbooks | 33; |
| Instructional Worksheets | 33; |
| Reference and Periodical Sources | 33; |
| Syllabus (English 101) | 36; |
| **ARE YOU INTERESTED IN PARTICIPATING IN COOPERATIVE ACTIVITIES IN REGARD TO LIBRARY INSTRUCTION?** | |
| Yes | 1; 2; 4; 5; 6; 7; 8; 9; 10; 12; 13; 14; 15; 16; 18; 19; 20; 21; 23; 24; 25; 28; 30; 31; 32; 33; 34; 35; 36; |
| No | 3; 11; 18; 22; 26; 27; 29; |

| | NUMBER IDENTIFYING INSTITUTION |
|---|---|
| **TYPES OF ACTIVITIES MOST HELPFUL** | |
| Workshop on evaluating library instruction programs | 1; 2; 6; 8; 9; 13; 14; 19; 20; 23; 30; 31; 32; 36; |
| Workshop on writing goals and objectives | 1; 2; 4; 12; 14; 15; 16; 19; 20; 24; 31; 32; 34; |
| Exhibits of materials | 1, 4; 6; 9; 10; 13; 15; 19; 20; 21; 23; 28; 30; 31; 32; 36; |
| Guest speakers | 9; 10; 19; 20; 21; 32; 31; 35; 36; |
| Sharing materials and ideas | 7; |
| Develop something of value that doesn't require a staff person's time | 16; |
| Teaching methods | 19; |
| How to design guides | 20; |
| Bibliographic Instruction group of CULS | 32; |
| Selling library to library, administration, faculty, legislation, etc. | 34; |
| Various media and technologies especially computer | 35; |
| **ARE YOU WILLING TO SHARE YOUR MATERIALS WITH OTHER LIBRARIES?** | |
| Through ILL | 2; 4; 5; 6; 20; 22; 24; 27; 32; 33; 35; 36; |
| By personal request | 1; 2; 3; 5; 6; 7; 8; 9; 10; 12; 14; 15; 19; 20; 23; 24; 27; 28; 30; 31; 32; 33; 34; 35; 36; |
| No | 13; 16; 21; |
| Printed materials - yes | 18; |
| Non-printed materials - no | 18; |

KSU
KANSAS STATE UNIVERSITY

**Libraries**

Manhattan, Kansas 66506
913-532-6516

April 3, 1980

We are compiling a Directory of library orientation and instruction programs and materials now used in academic libraries in Kansas. Therefore, we request your assistance by completing the attached questionnaire and returning it to us by April 18. A self-addressed envelope is enclosed for your convenience.

The purpose of the Directory is to further stimulate interest in library instruction and to facilitate the improvement of existing programs as colleagues share materials and experiences. In return for your sharing of information, we will compile the results for the Directory and send a free copy to each participating library.

Again, we encourage your participation and look forward to receiving your completed questionnaire by April 18.

Thank you.

Sincerely,

Virginia Quiring
Associate Director of Public Services

Valera Lowe
Assistant Head of Science

Ron Martin
Instructional Services Librarian

/eg
Attachment

KANSAS ACADEMIC LIBRARIES

Survey

Instruction and Orientation

General Information

1. Library _____
2. Institution _____
3. Name of contact person responsible for instruction _____
4. Position _____
5. Mailing address _____
6. Telephone _____

Institution is

7. _____ 2-yr. only
8. _____ 4-yr. college
9. _____ University
10. _____ Other (Please specify) _____

Highest Degree level is

11. _____ associate
12. _____ bachelor's
13. _____ master's
14. _____ doctorate

Number of (FTE) Full-Time Equivalent students, Fall semester

15. _____ under 500
16. _____ 500-1000
17. _____ 1000-2000
18. _____ 2000-5000
19. _____ 5000-10,000
20. _____ 10,000-15,000
21. _____ over 15,000

Library Staff

22. _____ number of full-time librarians
23. _____ number of full-time paraprofessionals
24. _____ number of support staff (not students)
25. _____ number of full-time equivalent students
26. _____ other (Please specify) _____

Funding

27. _____ no special funding for library instruction
28. _____ staff position for instruction is funded
29. _____ instructional materials are funded
30. _____ special funding provided by the institution (but not the library)
please describe _____
31. _____ other _____

Staffing

32. _____ single director or coordinatior of library instruction
33. _____ reference or public services staff share responsibility
34. _____ special committee or team is responsible
35. _____ responsibility not specifically delegated
36. _____ number of full-time instruction or orientation librarians
37. _____ number of librarians with instruction as parts of their job descriptions
38. _____ number of librarians who participate without formal job description
39. _____ other (Please specify) _____

Staff Qualifications and Evaluation

40. Are there special qualifications for librarians involved in instruction?
_____ no
_____ yes, please describe briefly: _____
_____

41. Are there special criteria-procedures used to evaluate librarians' performance in instructional activities?

_____ no

_____ yes, please describe briefly: _____

_____

Methods Currently in Use

TOURS

42. _____ conducted
43. _____ printed self-guided
44. _____ cassette self-guided
45. _____ slide-tape
46. _____ other (Please specify) _____

POINT-OF-USE INSTRUCTION

47. _____ by librarian
48. _____ through print materials
49. _____ through non-print materials
50. _____ other (Please specify) _____

LECTURES TO

51. _____ undergraduate classes
52. _____ graduate classes
53. _____ other groups (Please specify) _____

SELF-INSTRUCTION

54. _____ programmed
55. _____ self-paced
56. _____ computer assisted
57. _____ teaching machines
58. _____ other (Please specify) _____

PERSONALIZED INSTRUCTION

59. _____ available at reference desk
60. _____ available at other locations (Please specify) _____

SPECIALIZED INSTRUCTION

61. _____ credit course available
62. _____ term paper clinics/consultation
63. _____ mini-courses
64. _____ other (Please specify) _____

Do You Have Written Goals and Objectives For Library Instruction?

65. _____ yes
66. _____ no

Methods of Publicizing the Library Instruction Program

67. _____ personal contact with faculty
68. _____ letters to faculty
69. _____ personal contact with students
70. _____ announcements, advertisements in the student paper
71. _____ announcements in faculty-staff newsletters
72. _____ signs, posters, etc.
73. _____ other (Please specify) _____

Evaluation Methods Used For Library Instruction (Check as many as applicable)

74. _____ pre-test/post-test approach
75. _____ statistics kept on instructional activities
76. _____ use of control groups
77. _____ faculty evaluation of library instruction
78. _____ student evaluation
79. _____ informal feedback
80. _____ none
81. _____ other (Please specify) _____

In What Subject Areas Do You Currently Give Instruction? (e.g. English-freshmen, etc.)

82. _____

_____

_____

Library Instruction Materials

NON-PRINT MATERIALS USED (Check as many as applicable)

83. _____ slides
84. _____ slide-tapes
85. _____ video tape/video cassette
86. _____ films
87. _____ filmstrips
88. _____ audio tapes and/or cassettes
89. _____ computer assisted instruction
90. _____ transparencies
91. _____ teaching machines
92. _____ graphic displays
93. _____ other (Please specify) _____

_____

PRINT MATERIALS USED (Check as many as applicable)

94. _____ subject bibliographies
95. _____ library guide
96. _____ faculty guide
97. _____ self-guided tour
98. _____ subject guides - (how to)
99. _____ self-paced instructional materials
100. _____ exercises or assignments
101. _____ guides to tools (indexes, card catalog, etc.)
102. _____ other (Please specify) _____

_____

Are you interested in participating in cooperative activities in regard to library instruction?

103. _____ yes
104. _____ no

If yes, what types of activities would be most helpful?

105. _____ workshop on evaluating library instruction programs

106. _____ workshop on writing goals and objectives

107. _____ exhibits of materials

108. _____ guest speakers

109. _____ other (Please specify) _____

_____

Are you willing to share your materials with other libraries?

110. _____ yes, through ILL

111. _____ yes, by personal request

112. _____ yes, by purchase

113. _____ no

114. _____ other arrangements (please specify)_____

WOULD YOU PLEASE ENCLOSE WITH THIS QUESTIONNAIRE ANY SAMPLES OF MATERIALS YOU USE FOR YOUR LIBRARY INSTRUCTION PROGRAM?

Thank you.

COMMENTS _____

_____

_____

_____

_____

_____